

COUNTY OF YORK

MEMORANDUM

DATE: October 3, 2002 (BOS Mtg. 10/15/02)

TO: York County Board of Supervisors

FROM: James O. McReynolds, County Administrator

SUBJECT: Approval of Procurement Action

The attached resolution provides for the approval of County purchases by the Board of Supervisors in accordance with its policy for procurements of over \$30,000. The Board's approval is requested for procurement of the following:

Custodial Services Contract – A Request for Proposal was issued and advertised for a three-year contract (with an option to renew for an additional two-years) to furnish complete custodial services for various County facilities, including the York-Poquoson Courthouse, Tabb Library, Griffin-Yeates Center, the Waste Management Center, and all County parks and boat landings. The County routinely reviews the option of contracting for services rather than using County staff to perform the function. With regard to custodial services it has been determined that a combination of County staff and contracted services best meets the need. The proposed contract replaces the current contract which began in 1997 and was amended to include new requirements, such as the Tabb Library. Eight (8) offerors responded to the RFP, and two (2) offerors were selected and interviewed by a five-member evaluation committee. The committee selected Red Coats Inc. (Richmond) as the most responsive and responsible offeror, and a contract in the amount of \$599,820 for the 3-year period was negotiated (based on the prices offered and the options selected). The new annual cost is slightly less than the current contract amount, due largely to restructuring and consolidation of contract requirements. The proposed contract would start January 5, 2003 and would cost \$98,485 for the balance of this fiscal year. Sufficient funds are available in the current fiscal year to execute the contract for the first year (future years subject to appropriation of funds).

Underground Utilities in Yorktown – The Yorktown Capital Improvements Program includes funding for placing overhead utility lines underground. In preparation for construction of the Archer Cottage parking lot and other improvements along Water Street, staff has negotiated a proposed contract for the conversion of power lines with Dominion Power. The proposed conversion begins at the Read Street overhead lines (behind Grace Episcopal Church and the Yorktown Pub), runs north to the Water Street intersection and east along Water Street, into the National Park Service (NPS) picnic area. It ends at the fence line behind the existing NPS restroom building. The overall length of the project is approximately two thousand four hundred feet (2,400'). The price agreed upon for the specified

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work is \$146,627. Sufficient funds are available in the Capital Improvement Plan to complete this project.

Lightfoot Water Main and Force Main Extension and Interstate Crossing - An Invitation for Bids was issued and advertised for the construction of the extension of existing water main and force main systems to the east side of Interstate 64 and terminating in the Skimino Hills area, including connections to existing mains. Extension of the sewer main to Skimino Hills area was included as a part of the Skimino Hills Sewer Project in the County's Utilities Strategic Capital Plan since it was first adopted in 1993. Interconnection of the water systems was first included in the plan in 1999. Completion of the water project is an integral part of the County's plan to transfer its water system to Newport News Waterworks. Extension of water and sewer mains at the same time is more cost effective than individual extension projects and both are funded in the current budget. The work under this project consists of the installation of ductile iron water main and ductile iron force main, and two bore and jack crossings of Interstate 64. Nine (9) bids were received in response to the solicitation and the lowest responsive and responsible bidder is Walter C. Via Enterprises Inc. in the amount of \$1,099,849. Sufficient funds are available in the Water and Sewer Extension Fund to complete this project.

These procurements have been conducted in accordance with State procurement laws and/or County procurement policy and I recommend that they be approved through the adoption of Proposed Resolution R02-178.

Sawyer/3681

Attachment

? Proposed Resolution R02-178